

PRINCIPAL MINING ENGINEER

DEFINITION: Under general direction, performs advance professional mining engineering work of considerable difficulty and complexity with responsibility to oversee the Nation's solid minerals program; serves as expert in surface mining and geo-technical engineering; provides policy advice on complex and controversial programmatic mining and reclamation issues; oversees the revenue generating aspects of the program; supervises assigned professional mining engineering staff; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Directs and manages the Navajo Nation Surface Coal Mining and Reclamation Program; provides leadership and guidance to program staff; develops budgets, estimates and forecasts for program; monitors expenditures; provides mining engineering expertise and policy advice to Navajo Nation management officials on complex and controversial programmatic mining and reclamation issues where long and short range planning may need to be re-evaluated to accommodate changing situations; develops and implements policies and procedures of major importance which have significant bearing on reclamation of coal mine lands, exploration, environmental, land reclamation; participates in and provides assistance with revenue generation, mine development, management, administrative, financial and legislative decisions.

Represents the Nation in dealing with senior tribal management officials, local, state and federal government agencies and private industries in developing agreements and resolving conflicts; provides expert professional testimony and technical review on major legal litigations on mining, environmental and land reclamation related issues; addresses and reconciles a broad range of highly complex mining problems, devises sound approaches in planning, coordinating, executing and directing programs and/or projects responsible for the development, management and protection of mineral resources; evaluates, researches and determines the mineral resources potentials of the Navajo Nation; plans, schedules and/or is responsible for prudent exploration, development, protection, land reclamation and management of land and mineral resources; oversees the inspection of coal mines and sand and gravel operations; reviews, records and updates data files of mineral sales and revenues received from coal, sand and gravel and major energy-related rights-of-way.

Provides assistance in expert evaluation of the Nation's primary revenue producing resources (coal, copper, sand and gravel, energy related rights-of-way); implements new mining and land reclamation methods, land reclamation and environmental related studies/issues; assists in mine development and management for mine training, mine safety and revenue generation critical to the Nation; enforces surface mining laws; assures mining operations are conducted in a manner to protect the environment; provides recommendation on resource recovery; assures lands disrupted are returned to a stable and ecological condition; develops Navajo Nation mining policies, procedures and reclamation guidelines; administers and is accountable for the Cooperative Grant Agreement with the U.S. Office of Surface Mining Reclamation and Enforcement (OSM) and the U.S. Mine Safety and Health Administration (MSHA); determines if technical reviews and inspections are conducted in a timely manner and in compliance with regulatory mining laws; performs all duties described at the next lower level.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of mining engineer methods and practices related to mineral exploration and development.
Knowledge of economic principles as related to mining.
Knowledge of Federal and Navajo Nation laws, rules and regulations related to mining and energy

PRINCIPAL MINING ENGINEER

development contracts, agreements, leases and projects.
Knowledge of management principles and practices.
Knowledge of research methods and practices.
Knowledge of economic forecasting measures and methods.
Knowledge of mine safety and health regulations and practices in the mining industry.
Knowledge of mining inspection and investigation methods and techniques.
Knowledge of contract negotiations.
Skill in analyzing legal mining proposals, contracts and agreement.
Skill in researching, analyzing and interpreting economic trends related to mining revenues.
Skill in developing supportive data, financial analysis and economic trends to assist in contract negotiation.
Skill in prioritizing, scheduling, assigning, reviewing and evaluating work.
Skill in verbal and written communication.
Skill in utilizing public relations techniques in responding to inquiries and complaints.
Skill in establishing and maintaining effective working relationships.
Ability to interpret complex federal mining laws.
Ability to apply sound professional judgment in rendering opinion and recommendations as an expert mining engineer.
Ability to effectively apply for federal grant.
Ability to effectively interact with federal mining and reclamation agencies.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves mainly general office environment and site inspection of mining and drilling sites with potential exposure to extreme temperatures, and exposure to heavy mining machinery, noise and dust.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Mining Engineering or a related field; and seven (7) years mining engineering experience, three (3) years of which must have been in a supervisory capacity.

PREFERRED QUALIFICATIONS:

- A Master's degree in Mining Engineering or a related field.

SPECIAL REQUIREMENTS:

- Possess a valid state driver's license.

Supplemental Requirements:

Incumbents must obtain Navajo Nation Vehicle Operator's Permit within 90 days of date of hire.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.